7337401/2023/COORD-GWS01

GOVERNMENT OF ANDHRA PRADESH
ABSTRACT

Department of Grama Sachivalayams and Ward Sachivalayams – Disengagement procedure of Village and Ward Volunteers - Mechanism within the Department to redress grievances filed by any Volunteer against orders of Disengagement - Orders - Issued.

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DEPARTMENT OF GRAM VOLUNTEERS / WARD VOLUNTEERS & VILLAGE SECRETARIATS / WARD SECRETARIATS

G.O.Ms.No.04 Dated:08-05-2023

Read the following:

1. G.O.Ms 104, PR & RD Department, dated 22-06-2019.
2. G.O.Ms 201, MA & UD Department, dated 23-06-2019.
3. G.O.Ms.No.156, General Administration (Cabinet-II) Department, Dated: 21-12-2019.

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ORDER:

The Government of Andhra Pradesh has engaged 2.66 Lakh Village/ Ward Volunteers allotting 50 Households in rural areas and 70-100 Households in urban areas as clusters to ensure leak proof implementation of Government Programmes / Schemes and implement Navaratnalu as the core theme of Governance in the State vide references 1st and 2nd read above.

2. Selection procedure has been prescribed with eligibility conditions for Village/ Ward Volunteers. A Selection Committee consisting of MPDO as Chairman, Tahsildar and Extension Officer (PR & RD) as members in Rural areas and Municipal Commissioner as Chairman, Tahsildar and Project Officer/Town Mission Coordinator of Mission for Elimination of Poverty in Municipal Areas (MEPMA) as members in Urban areas to select the Volunteers. Their roles and responsibilities are assigned from time to time and their performance is appraised periodically by the authorities.

3. Based on the performance appraisal any Volunteer is disengaged from Duty on the grounds of corruption, irresponsibility in discharging services, improper civic behaviour, moral turpitude or committed any irregularity.

4. To ensure that the benefits of different schemes are delivered to all eligible beneficiaries in a transparent manner and to streamline the mechanism to address the grievances of volunteers, the following guidelines are issued:

I. It is reiterated that the volunteers are not Government employees of any nature viz regular, contract or outsourcing. They are not governed by any service rules whatsoever. They are engaged only on monthly honorarium basis. Continuation of any volunteer is purely based on her/his performance and can be disengaged from duty on any of the grounds of :

(i) Corruption.
(ii) Irresponsible and not discharging services properly.
(iii) Improper civic behaviour.
(iv) Moral turpitude.
(v) Committed any irregularity.

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II. Procedure for disengagement

a. If any complaint is received against the Village/ Ward Volunteer the Panchayat Secretary / Ward Administrative Secretary concerned shall conduct enquiry and submit their recommendation to the MPDO/ Municipal Commissioner (Appointing Authority) concerned for necessary action.

The Panchayat Secretary/ Ward Administrative Secretary shall -

(i). Issue Notice for Volunteer to appear in person for enquiry informing him/her the Date & Time of enquiry by Panchayat Secretary/ Ward Administrative Secretary.

(ii). Conduct enquiry as per procedure, inform the complete contents of complaint to the volunteer, record the statement of witness if any, inform the same to the Volunteer and record the statement of Volunteer to defend the same.

(iii). Report Enquiry Findings to the Appointing Authority along with Record of Enquiry and Recommendation.

b. Based on the receipt of report of Panchayat Secretary/ Ward Administrative Secretary, the MPDO/ Municipal Commissioner concerned, as the case may be, shall issue disengagement proceedings.

III. Provision for Review

If aggrieved by the disengagement orders issued by MPDO/MC, the Volunteer can prefer an appeal, within one week from the date of receipt of such orders, before a Committee specially constitutedat every division for review.

IV. Committee to redress Grievances of Disengaged Volunteers

Government hereby constitute a Committee to review and redress Grievances of Disengaged Volunteers in every Division with the Revenue Divisional Officer as the Chairman, Divisional level Development Officer (DLDO) as the Member Convenor, Divisional Panchayat Officer and a representative of the Regional Director of Municipal Administration as the other Members.

The Committee shall hear the Appeal so filed by the Volunteer and dispose of the same within a period of 15 days from the date of filing of Appeal on merits and issue orders accordingly.

5. The District Collectors shall ensure effective functioning of the above Committee in each Revenue Division and also ensure that these orders are widely circulated among all concerned officers and Village and Ward Volunteers.

(BY ORDER AND IN THE NAME OF GOVERNOR OF ANDHRA PRADESH)

AJAY JAIN
SPECIAL CHIEF SECRETARY TO GOVERNMENT (FAC)

To
All the District Collectors in the State.

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The Director, GV/WV & VS/WS, Vijayawada.
The Commissioner & Director of Municipal Administration, Mangalagiri.
The Commissioner, PR & RD, Tadepalli, Guntur District.
All the Regional Directors, Municipal Administration.
Sc/sf

//FORWARDED BY ORDER//

P. Bhavani
SECTION OFFICER